

## **Intern, External Affairs Operations & Finance, NY Green Bank New York City Headquarters**

NYGB, a \$1.0 billion investment fund focused on accelerating clean energy deployment in NY State, is recognized as a leading clean energy and sustainable infrastructure investor. Structured and operating like a private sector investment fund/asset manager, NYGB has booked more than \$780.0 million of investments since inception. Its mission is to focus on the clean-energy financing markets and, together with private sector capital, invest in and accelerate the deployment of clean energy projects in NY State. In late 2017, Governor Cuomo first announced that NYGB would seek at least an additional \$1.0 billion of third-party capital to broaden the scope of investable projects and increase the amount of clean energy deployed for every public dollar invested. In conjunction with the third-party capital raise process, NYGB intends to expand its activities beyond NY State.

In the January 2019 State-of-the-State address, Governor Cuomo called for the development of terms for a public-private partnership to effectuate NYGB's third-party capital raise and national expansion. In addition, in July 2019, New York took a historic step in advancing the most ambitious and comprehensive climate and clean energy legislation in the country with Governor Cuomo's signing of the Climate Leadership and Community Protection Act ("**CLCPA**"). The CLCPA, together with State clean energy goals announced as part of the 2019 State-of-the-State address, cement NYS at the forefront of national and international initiatives. New York's Green New Deal includes: (a) quadrupling New York's offshore wind target to 9,000 MW by 2035 (up from 2,400 MW by 2030); (b) doubling distributed solar deployment to 6,000 MW by 2025 (up from 3,000 MW by 2023); (c) deploying 3,000 MW of energy storage by 2030 (up from 1,500 MW by 2025); (d) more than doubling new large-scale land-based wind and solar resources through the Clean Energy Standard; (e) maximizing the contributions and potential of New York's existing renewable resources; (f) expanding and enhancing the Solar For All Program to increase access to affordable and clean energy for low-income, environmental justice and other underserved communities; and (g) initiatives to achieve carbon neutral building stock Statewide, including through the energy efficiency target to reduce energy consumption by 185 trillion British thermal units below forecasted energy use in 2025. NYS is also a founder and leader of the US Climate Alliance, a bipartisan coalition of 25 States committed to the goal of reducing greenhouse gas emissions consistent with the Paris Climate Agreement (i.e., the reduction of GHGs by at least 26.0% - 28.0% below 2005 levels by 2025).

New York State's leadership in clean energy and sustainable infrastructure and ambitious goals position the State for explosive growth and transformation – all requiring material financing. Given that meeting these State goals involves the creation of new asset classes and the building of liquidity in those asset classes at scale and across technologies, geographies and end-users, NYGB is well-positioned to successfully continue its investment activities and materially contribute to the achievement of State goals, for the benefit of all New Yorkers.

NYGB is seeking a current undergraduate student who is highly motivated and possesses excellent organizational, execution, analytical and communications/presentations skills to join the NYGB team in the part-time position of Intern, External Affairs, during the Fall 2019 semester. This position reports to the Vice President, External Affairs, is part of the Operations & Finance team and is located at NYGB's office in New York City.

### **Key Responsibilities:**

Working closely with the NYGB External Affairs lead as well as with the members of the Operations & Finance and Investment & Portfolio Management teams, support the full range of day-to-day External Affairs activities with an emphasis on event management, public relations, media outreach and communications, including with respect to supporting the following activities:

- Managing NYGB's participation in events, including evaluation of speaking requests, developing narrative through designing presentations and preparing talking points, and overseeing logistics;
- Advancing initiatives around introducing analytics and relevant key performance indicators to measure NYGB's External Affairs impact and performance, as well as help inform/direct future efforts;
- Coordinating with counterparties and other NYS representatives (NYSERDA, New York Power Authority, Empire State Development staff, etc.) to develop and execute "launch", "milestone" or other publicity events;
- Interactions with NYSERDA colleagues as required across a range of topics (e.g., communications, marketing, social media, specific programs);
- Preparing regular stakeholder outreach efforts (quarterly webinars, reviewing publicly filed materials, etc.) and responding to NYSERDA, investor/regulator (i.e., PSC and DPS), Chamber staff, Regional Greenhouse Gas Initiative and other ad hoc stakeholder information requests;
- Drafting new marketing collateral, case studies, summary and briefing materials as needed;
- Assisting with press releases, op-eds, interviews, social media posts and other stakeholder outreach;
- Scoping, scheduling and execution of internal meetings and briefing sessions on key operational issues, practices and procedures, including current organizational and industry issues and best practices; and
- Ad hoc and special projects relating to NYGB's ongoing business and operations.

### Core Competencies & Experience:

- Strong verbal and written communication skills with the ability to articulate complex concepts;
- High competency in data analytics and management with an ability to aggregate and extrapolate information from various data sources and analytics reports;
- Action/results-oriented; able to work independently and as part of formal and informal teams; execute and get desired results; consistently gets things done in a timely and professional manner; honed attention to detail;
- Extensive proficiency in MS Office products including Excel, Outlook, Power Point and Word, along with strong problem-solving skills;
- Able to handle a variety of projects in parallel; able to prioritize and keep all initiatives moving forward to meet deadlines; flexibility to move between projects, including where priorities and objectives shift;
- Takes ownership of tasks, projects and relationships and follows through on obligations and promises;
- Unparalleled work ethic with the ability to perform under pressure and tight deadlines with a willingness to commit substantial time and energy to the success of NYGB;
- Adaptable, self-starter capable of taking on new and unfamiliar tasks as needed while working effectively in a dynamic, fluid and fast-paced organization;
- Involves the right people at the right time for optimal problem-solving and decision-making;
- Able to build trust and strong relationships across the organization; and
- Experience in a comparable position with hands-on involvement in public relations, communications, journalism, and/or other similar areas is a plus.

### Educational Requirements:

Current, full-time undergraduate college student.

### To Apply:

Please send a cover letter and resume as one file to [internship@nyserda.ny.gov](mailto:internship@nyserda.ny.gov) by close of business on **September 30, 2019**. Please include "NYGB External Affairs Intern" as the subject to your email.

*Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at [info@goer.ny.gov](mailto:info@goer.ny.gov).*